It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (Although it is not expected that any official action of any of those bodies will be taken)

CITY OF MENASHA Board of Public Works Meeting Third Floor Council Chambers, 140 Main St., Menasha

February 19, 2007

6:40 PM

AGENDA

		☐ ← Back Print	
I.	CAI	LL TO ORDER	
	A.	-	
II.	ROI	LL CALL/EXCUSED ABSENCES	
	A.	-	
III.		NUTES TO APPROVE-MINUTES & COMMUNICATIONS TO CEIVE	
	A.	-	Attachments
IV.	DIS	CUSSION	
	A.	Request Authorization to Execute Intergovernmental Agreement for Educational Efforts about Recycling, Wisconsin DNR 2008 Recycling Efficiency Incentive Grants	Attachments
	В.	Request Authorization to Execute Amendment to Waverly Sanitary Sewer Discharge Agreement	Attachments
V.	ADJ	OURNMENT	
	A.	-	

[&]quot;Menasha is committed to its diverse population. Our Non-English speaking population or others with disabilities are invited to contact the Menasha City Clerk at 967-5117 24 hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA Board of Public Works Meeting Third Floor Council Chambers, 140 Main St., Menasha February 5, 2007

MINUTES DRAFT

CALL TO	ORDER					
A. -						Item Action None
Motions						
Motion Ty			Seconded By		n Result	
	Meeting called	to order by Chairma	an Taylor at 6:45 p	.m.		
ROLL CALL/EXCUSED ABSENCES						
A. -						Item Action None
Motions						
Motion Type	Motion Text	Made By Sec	onded By	Motion	n Result	
	Present: Ald. Wisnesl Taylor	ki, Pack, Hendricks, I	Eckstein, Michalkie	ewicz, Cha	se, Merkes,	
		_aux, CA/HRD Branc	t, PC Stanke DPW	V Radtke, (CDD Keil, PHD	
MINUTE	Taylor Also Present: Mayor	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi,	V Radtke, 0 and the P	CDD Keil, PHD Press.	
MINUTE RECEIV	Also Present: Mayor I Nett, PRD Tungate, C	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi,	V Radtke, 0 and the P	CDD Keil, PHD Press.	
RECEIV	Also Present: Mayor I Nett, PRD Tungate, C	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi,	V Radtke, 0 and the P	CDD Keil, PHD Press.	
RECEIV	Taylor Also Present: Mayor I Nett, PRD Tungate, C S TO APPROVE	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi,	V Radtke, 0 and the P	CDD Keil, PHD Press.	Attachments Item Action None
RECEIV Minutes t A	Taylor Also Present: Mayor I Nett, PRD Tungate, C S TO APPROVE	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi,	V Radtke, 0 and the P	CDD Keil, PHD Press.	
RECEIV Minutes t	Taylor Also Present: Mayor I Nett, PRD Tungate, C S TO APPROVE	_aux, CA/HRD Branc comp/Treasurer Stoff	dt, PC Stanke DPW el, Clerk Galeazzi, COMMUNICA	V Radtke, (and the P	CDD Keil, PHD Press.	
Minutes t A Motions Motion	Taylor Also Present: Mayor Nett, PRD Tungate, C S TO APPROVE approve:	Laux, CA/HRD Brance comp/Treasurer Stoff -MINUTES & C	st, PC Stanke DPW el, Clerk Galeazzi, COMMUNICA Secon By	V Radtke, (and the P	CDD Keil, PHD Press. TO	

Motions	;						
Motion Type	Motio	n Text	Made By	Se	conded By	Motion Result	
	sign, su pros an Manual address	ich as speed d cons of the on Uniform s speeding. E	humps, curb busese options. Spe Traffic Control D	ump-o eed is Device If follor	outs, or mini-rounda a concern of the ness, a 4-way stop sig ws the Manual on L	other than a 4-way stop bouts. He discussed the eighbors. As per the n should not be used to Uniform Traffic Control	
	Southfice way sto Southfice Speed to the area	eld Drive. Su op sign. Conc eld Drive. Sa is a problem.	bmitted a petitic serned with volu fety for children 4) Bob Voss, 1 concern. 5) Te	on sigi me ar a cor 336 S	ned by residents of nd speed of traffic. 2 ncern. 3) Cal Tesch outhfield Drive. Ac	Caroline Brier, 1202 the area supporting the 4- 2) Patty Donaldson, 1217 , 1242 Southfield Drive. cidents have occurred in ld Drive. Police should be	
	Board o	directed CA E	Brandt to draft a	n ordi	nance to keep the	4-way stop sign.	
			Iaintain 4-Wa - 600 Blocks of	•	•	l at First Street and	Attachments Item Action None
Motions							
Motion		lotion Tex			Seconded By	Motion Result	
	В	oard directed	d CA Brandt to o	draft a	n ordinance to keep	p the 4-way stop sign.	
						elocation Roadway 0 (Change Order No. 2)	Attachments Item Action None
Motions	;						
Motion	Туре	Motion T	ext Made	Ву	Seconded By	Motion Result	
		No Questio	ons or Discussio	n.			
	yment lyment N		c.; Nature's V	Vay; (Contract Unit No	. 2006-08; \$44,849.35	Attachments Item Action None
Motions	•						
Motion	Туре	Motion T	ext Made	Ву	Seconded By	Motion Result	
		No Questio	ons or Discussio	n.			
	nstructio				er Street Relocati ; \$23,019.17 (Pay	<u> </u>	Attachments Item Action None
Motion		on Text	Mada By	0.	sonded By	Motion Result	
Туре	IVIOUI	JII TEXL	Made By	36	econded By	wollon Result	
		roject is supp				remains on this project. conomic Assistance (TEA)	

F.			ndation to Move 1rth Street (Ald.		from Pole #1161 to	o #1160 because of the	Item Action None
Mot	ions						
Mot	ion T	уре	Motion Text	Made By	Seconded By	Motion Result	
			No Questions of	or Discussion.			
G.			ndation to Move orth Street (Ald.		from Pole #1163 to	#1162 because of the	Item Action None
Mot	ions						
Mot	ion T	уре	Motion Text	Made By	Seconded By	Motion Result	
			No Questions of	or Discussion.			
Н.			ndation to Move re to Pole #1164		from Pole #1179 o	n the Corner of Fourth	Item Action None
	ions						
Mot	ion T	уре	Motion Text	Made By	Seconded By	Motion Result	
			No Questions of	or Discussion.			
		DePer	ndation to Move re to Pole #1196 Motion Text	(Ald. Taylor)	From Pole #1195, N Seconded By	Northeast Corner, Sixth Motion Result	Item Action None
		7100	No Questions of				
J.		horiza ınty)	tion to Participa	te in County 1	I'runk Highway A	P Project (Winnebago	Attachments Item Action None
Mot	ions						
Mot Typ	-	Motio	on Text Ma	ade By Se	econded By	Motion Result	
		recom existin projec include not the	mends the city's p g sidewalks and c t are not the sole i ed in the overall p	earticipation with driveways that re responsibility of roject cost, and a	esult from change in the City of Menasha any sanitary sewer r	this project. He the costs for altering grade or alignment of the . These costs are to be related project costs are olled by the Town of	
		Discus Road.	ssion ensued on w	hat type of pede	estrian system shoul	d be installed on Midway	
ADJ	OUI	RNMI	ENT				
A.	-						Item Action Approved
Mot	ions						
		vne II	otion Text	Made E	By Seconde	ed By Motion Result	
Mov					an Pack Alderman	•	
			otion carried on v				

V.

Respectfully Submitted by Deborah A. Galeazzi City Clerk

Intergovernmental Agreement for Educational Efforts About Recycling Wisconsin DNR 2008 Recycling Efficiency Incentive Grants

This agreement is made by and between the Cities of Menasha, Neenah, Omro and Oshkosh, the Village of Winneconne, and Towns of Algoma, Black Wolf, Clayton, Menasha, Neenah, Nekimi, Omro, Vinland, Winneconne, and Wolf River, each of which is a municipal corporation, and each of which is a Responsible Unit as defined in Section 287.01(9) of the Wisconsin Statutes, (collectively referred to as the "Responsible Units" or "RUs") for purposes of demonstrating efficient educational efforts about recycling and qualifying for the 2008 Recycling Efficiency Incentive Grants from the Wisconsin Department of Natural Resources, pursuant to Section 287.235, Stats, and Wisconsin Administrative Code Section NR 549, during the year 2007.

WHEREAS the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling educational needs of their citizens; and

WHEREAS the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS the RUs recognize that consumer purchasing decisions dictate the future volume of material that can be recycled; and

WHEREAS the RUs further recognize that educating consumers during the product selection process on locally recyclable materials may help influence purchasing decisions; and

WHEREAS Winnebago County is willing conduct recycling education on behalf of its RUs and has set aside educational budget dollars for such purpose; and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and allows municipalities to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS each participating RU will maintain a copy of the other above listed RUs cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document;

IT IS THEREFORE AGREED THAT the above listed RUs authorize Winnebago County to use educational dollars to conduct a shopping cart and radio educational campaign, aimed at reminding consumers to give purchasing preference to items packaged in materials that can be recycled locally, with the expectation that this will increase the purchase of locally recyclable containers, resulting in increased tonnage and improved economies of scale of the entire program;

IT IS FURTHER AGREED THAT the effective date of this cooperative agreement is January 1, 2007 and that all educational efforts will take place during 2007 with an end date of this agreement of December 31, 2007.

SIGNATURE	TITLE	
SIGNATURE	TITLE	
MUNICIPALITY	DATE	

Agreement for Transportation of Wastewater Between The City of Menasha and the Waverly Sanitary District

This agreement made and entered into this _____ day of _____, 2007, by and between the City of Menasha hereinafter called "Menasha", and the Waverly Sanitary District hereinafter called "Waverly".

Whereas, each of the parties hereto has the responsibility of providing an orderly, efficient, and sanitary means of collecting, transporting, treating, and disposing of wastewater of each of said municipal corporations; and

Whereas, each of the parties hereto have, by resolution of its respective governing body, been authorized to negotiate with the other party a mutually cooperative contract for the joint transportation of wastewater of Waverly through Menasha to the Neenah-Menasha Joint Sewerage Commission Treatment Facilities;

Now, therefore, in consideration of the premises aforementioned and of the conditions and covenants hereinafter set forth.

It is agreed as follows:

- 1. <u>General Intent.</u> That Waverly shall purchase sanitary sewer reserved capacity from Menasha, being primarily excess capacity in Menasha's existing 27" Fourth Street / Sixth Street interceptor sewer and 15" Plank Road sanitary sewer, for transportation of wastewater from Waverly through Menasha to the point of connection with the Neenah-Menasha Joint Sewerage Commission interceptor, upon the terms and conditions hereinafter set forth.
- 2. <u>Waverly Purchase of up to 500,000 Gallons per Day Reserved Capacity.</u> That attached hereto as Exhibit A is a Kaempfer & Associates, Inc., consulting engineers, analysis of "Capacity of Existing Plank Road / Fourth Street Interceptor Sewers". Upon the date of signature of this contract, Waverly shall pay to Menasha \$112,738.00, in two annual installments of \$56,369.00 each, and shall at said time be the purchaser of reserved capacity, of up to 500,000 gallons per day for transportation of wastewater through said interceptor sewers.

Once the purchase price of \$112,738.00 has been paid in full, Waverly shall be the owner, now and in the future, of reserved capacity within said 27" and 15" interceptor sewers of up to 500,000 gallons per day of wastewater flowage.

The operation and maintenance expenses and equipment replacement expenses, on an annual basis, to be paid by Waverly to Menasha reference these 27" and 15" sewer mains, shall be as hereinafter set forth.

- 3. <u>40 Year Purchase Period.</u> Waverly may exercise the right to purchase any additional reserved capacity, pursuant to Exhibit A attached, at any time from the date of this contract through a period of 40 years hereinafter. It is mutually agreed and understood that this agreement on purchase of additional capacity per Exhibit A for the next 40-year period shall be binding upon each of the municipal parties entering into this agreement.
- 4. Operation and Maintenance Costs; Annual Reimbursement. Attached hereto as Exhibit B is the Menasha budget estimate of 2005 operation, maintenance, and equipment replacement of Menasha sewers. The parties agree that each year, commencing year 2005, Menasha shall estimate, for budget purposes, its operation and maintenance expense and equipment replacement, for all sanitary sewers within its sewer collection system. Commencing year 2005, and each year thereafter, based upon Menasha's budget and estimate of operation and maintenance and equipment replacement, for its sewer collection system, Waverly shall pay to Menasha its share of the annual budgeted charges of Menasha, as set forth under the methodology and procedure of Exhibit B. All payments from Waverly to Menasha shall be made on a quarterly basis for the calendar quarters ending March 31, June 30, September 30, and December 31. Menasha shall continue, in year 2005 and thereafter, to use a uniform and systematic method of determining operation, maintenance, and equipment replacement as set forth in Exhibit B.
- 5. Extraordinary Maintenance, Repair, Rehabilitation or Replacement Costs. If Menasha determines any extraordinary maintenance, repair, rehabilitation or replacement of the 27" Fourth Street / Sixth Street and/or 15" Plank Road sewers is required, the costs of said repair or replacement shall be shared based on the Waverly owned capacity percentage of the segment. Segment capacity shall be as listed on Exhibit A. The cost to Waverly for any flow enhancement rehabilitation shall be proportional to Waverly's share of the sewer capacity.

6. Wastewater Metering, Sampling, and Monitoring. Flows from Waverly to Menasha shall be metered for volume at the sewage lift stations and a new metering station on the force main discharging to the Menasha system. The meters shall be read a minimum of three times weekly. Flow metering shall be performed continuously. The readings shall be forwarded to Menasha and to the Neenah-Menasha Joint Sewerage Commission. This reading shall be used to compute treatment costs and any applicable capital costs for Waverly at the Neenah-Menasha Joint Sewerage Commission treatment facility.

Menasha and Waverly shall share 50/50 of the cost to construct a metering station on the force main that discharges to the Menasha collection system. The metering station location and design shall be acceptable to Menasha. The metering station shall continuously monitor and totalize wastewater flow. Waverly shall be billed by Menasha for wastewater flows measured at the metering station greater than the wastewater flows used by Neenah-Menasha Joint Sewerage Commission in computing billings.

Sampling shall be performed at the monitoring station south of the intersection on Plank Road (STH '114') and Melissa Street by a contract laboratory approved by Menasha and Waverly. Sampling shall be performed using a portable sampler paced by a portable flow meter. The sampling shall be used for the purpose of determining the amount of biochemical oxygen demand (BOD₅), and suspended solids in the wastewater discharged to Menasha. The BOD₅ and suspended solids loadings will be compared to the loadings determined at the existing sewage lift station sampling facilities. Sampling shall be performed no less than one week (seven consecutive days) per month for twelve (12) months after the metering station is placed in service. The frequency of sampling may be reduced by Menasha after the twelve (12) month period.

If a high strength user is added to Waverly Lift Station #1 or if any flows from Lift Station #4 are discharged to the City Monitoring Station, sampling frequency may be increased up to continuous sampling. The parties will then meet to determine the required monitoring frequency.

Normal monitoring costs, operational costs, and maintenance costs shall be borne by Waverly. Should monitoring be increased beyond seven consecutive days per month, such monitoring costs shall be shared 50/50 between the parties.

Waverly shall be billed by Menasha for wastewater loadings, computed using the metering station flows and monitoring station sampling results, that are greater than the wastewater loadings used by Neenah-Menasha Joint Sewerage Commission in computing billings.

- 7. <u>Initial Normal Operation</u>. Initial normal operations will consist of Waverly Lift Station No. 1 (Fire Lane #2) discharging to the Plank Road sewer. Waverly Lift Station #4 (Lake Park Villas) will normally discharge through Waverly's 8" force main to the Town of Menasha Utility District's sewers in Geneva Road per existing agreements. No change from this initial normal operation will be made without notice from Waverly to Menasha and the Neenah-Menasha Sewerage Commission and mutual agreement on metering of flows.
- 8. <u>Use of Emergency Connections.</u> Waverly and the Town of Menasha Utility District have agreements in place providing for emergency use. No Town of Menasha wastewater shall be discharged as a result of this agreement at any time.
- 9. <u>Severability.</u> If any portion of this agreement is rendered invalid or unenforceable for any reason, the remaining portions shall continue in full force and effect.

WAVERLY SANITARY DISTRICT	CITY OF MENASHA
	Joseph F. Laux, Mayor
	Deborah A. Galeazzi, City Clerk
Approved as to form:	Approved as to form:

EXHIBIT "A" CAPACITY OF EXISTING PLANK ROAD/ FOURTH STREET INTERCEPTOR SEWER

	SEWER 5	SEWER SECTION	LENGTH	DIAMETER	SLOPE	ROUGHNESS	CAPACITY	XTY	VELOCITY	DEPTH	PRESENT DAY COST	AY COST	PRESENT	S.D.
LOCATION	FROM MH	TO MH	(feet)	(inches)	(ft./ft.)	COEFFICIENT	(cfs)	(mgd)	(fps)	(ft)	UNIT PRICE	COST (\$)	VALUE (\$)(a)	SHARE
EASEMENT TO	327	426	441.20	27.00	0.0007	0.015	7.10	4.59	1.79	25.53	231.80	102,270	51,135	5,570
48" INTERCEPTOR	426	423	426.30	27.00	0.0007	0.015	7.10	4.59	1.79	25.22	231.80	98,816	49,408	5,382
	423	422	428.00	27.00	0.0007	0.015	7.10	4.59	1.79	24.92	231.80	99,210	49,605	5,404
RACINE STREET	422	420	127.40	27.00	90000	0.015	6.57	4.25	1.65	24.62	318.25	40,545	20,273	2,385
FOURTH STREET	420	418	394.50	27.00	0.0004	0.015	5.37	3.47	1.35	24.55	318.25	125,550	62,775	9,045
	418	414	301.50	27.00	0.0007	0.015	7.10	4.59	1.79	24.39	318.25	95,952	47,976	5,226
	414	412	347.30	27.00	0.0007	0.015	7.10	4.59	1.79	24.18	318.25	110,528	55,264	6,020
	412	409	369.00	27.00	0.0007	0.015	7.10	4.59	1.79	23.93	318.25	117,434	58,717	6,396
	409	404	221.90	27.00	0.0007	0.015	7.10	4.59	1.79	23.68	318.25	70,620	35,310	3,846
	404	529	302.00	27.00	0.0006	0.015	6.57	4.25	1.65	22.47	266.25	80,408	40,204	4,730
	529	527	326.00	27.00	0.0006	0.015	6.57	4.25	1.65	20.9	266.25	86,798	43,399	5,106
SHEBOYGAN STREET	527	524	438.00	27.00	0.0010	0.015	8.49	5.49	2.13	19.65	266.25	116,618	58,309	5,310
	524	523	387.40	27.00	0.0006	0.015	6.57	4.25	1.65	18.44	208.63	80,821	40,411	4,754
	523	522	196.00	27.00	0.0006	0.015	6.57	4.25	1.65	17.47	208.63	40,891	20,445	2,405
FIFTH STREET	522	521	307.00	27.00	0.0008	0.015	7.59	4.91	1.91	16.79	208.63	64,048	32,024	3,261
	521	519	311.00	27.00	0.0007	0.015	7.10	4.59	1.79	16.15	208.63	64,882	32,441	3,534
	519	520	32.40	27.00	0.0003	0.015	4.65	3.00	1.17	15.69	208.63	6,759	3,380	563
LONDON STREET	520	517	331.00	27.00	0.0006	0.015	6.57	4.25	1.65	15.69	208.63	69,055	34,527	4,062
SIXTH STREET	517	517A	338.00	27.00	0.0000	0.015	8.05	5.20	2.03	14.18	172.25	58,221	29,110	2,799
	517A	516	114.00	27.00	0.0000	0.015	8.05	5.20	2.03	12.33	172.25	19,637	9,818	944
	516	514A	255.00	15.00	0.0014	0.015	2.09	1.35	1.71	11.58	101.50	25,883	12,941	4,793
PLANK ROAD	514A	514	89.00	15.00	0.0027	0.015	2.91	1.88	2.37	11.18	101.50	9,034	4,517	1,201
	514	515	47.00	15.00	0.0026	0.015	2.85	1.84	2.33	10.79	101.50	4,771	2,385	648
	515	587	308.00	15.00	0.0017	0.015	2.31	1.49	1.88	10.41	101.50	31,262	15,631	5,245
	587	588	303.00	15.00	0.0020	0.015	2.50	1.62	2.04	10.09	101.50	30,755	15,377	4,746
	588	589A	238.00	15.00	0.0023	0.015	2.68	1.74	2.19	9.58	101.50	24,157	12,079	3,471
	589A	685	65.00	15.00	0.0028	0.015	2.96	1.91	2.41	9.31	101.50	6,598	3,299	864
	589	290	303.00	15.00	0.0018	0.015	2.38	1.53	1.94	9.02	101.50	30,755	15,377	5,025
	ì										TOTAL	1.712.274	856.137	112.738

(a)Present value is 50% of Present Day Value
(b)Annual Present Worth Factor is 0.0634 for 50-year period at 6% interest
(c)Value calculated by dividing 500,000 gpd (S.D.) by sewer capacity

CALCULATION OF WAVERLY SANITARY DISTRICT SHARE OF FOURTH STREET INTERCEPTOR OPERATION & MAINTENANCE COSTS FOR 2005

Collection System Operation, Maintenance & Capital Cost

2005 Total Annual Budget	\$650,459
Capital Outlay Portion	\$278,000
Net Collection System O & M Cost	\$372,459

Waverly Sanitary District share of annual O & M cost for Fourth Street interceptor sewer is assumed to be 13.17% --- ($$112,735 \div $856,137 \times 100$) based on share of construction cost.

City Collection System

3,316,380 diameter-inch-feet

Fourth Street Interceptor Sewer (15-inch and 27-inch sewer)

189,900 diameter-inch-feet

 $189,900 \div 3,316,380 = 0.0573 = 5.73\%$

Waverly Sanitary District share of 2005 O & M costs = $0.1317 \times (0.0573 \times \$372,459)$

 $= 0.1317 \times \$21,342$

= \$2,810

Waverly Sanitary District share of 2005 O & M costs = \$2,810